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26 March 1986

MEMORANDUM FOR THE RECORD

SUBJECT: The Office of Communications FY 1986 First Quarterly Review

1. The Office of Communications (OC) held its FY.1986 First Quarterly Review at 0930 hours on 5 February 1986. The session was hosted by [redacted] (D/OC), and attended by the DDA, ADDA, EXO/DDA, and members of the DDA Management Staff. [redacted] opened the review by welcoming Mr. Kerr to his first OC quarterly and then immediately introduced the first speaker, [redacted] who began the briefing session.

2. [redacted] spoke on the subject of OC's UHF Capabilities. He presented a status report on OC's strategic plan for using non-conventional and satellite communications methods to improve the availability and quality of communications services to CIA users. [redacted] indicated that various missions of the Agency demand and depend on rapid, secure, and reliable communications. He initially displayed some examples of UHF/VHF satellite communications radios which OC uses [redacted] missions and projects. He stated that many government agencies are attempting to get on the UHF bandwagon (use of satellites) because it provides cheap, easy, and convenient worldwide communications. Therefore, [redacted] emphasized that it is important for OC to plan now for future Agency satellite communications requirements. He then explained in greater detail the types of satellites OC currently uses [redacted] the number of units in orbit, available channels, and military managers of each system. Additionally, he diagrammed the satellites' areas of geographical coverage and provided operational estimates on life expectancy of the satellite units. In summary, [redacted] informed the audience how OC recently acquired additional satellite channels from the military and concluded with information on OC's general SATCOM outlook through 1992.

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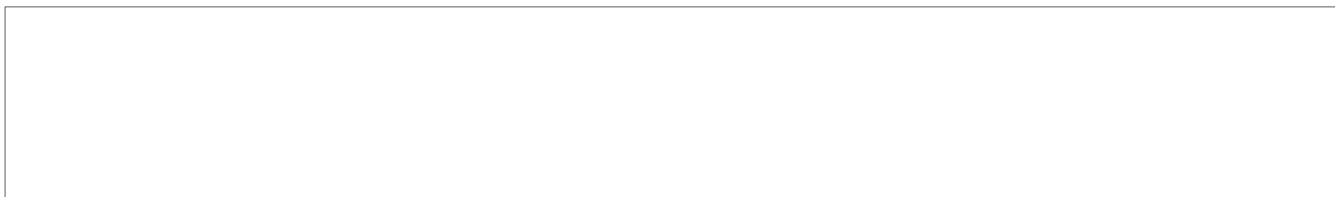
4. [] from OC's Administrative Management Division, then spoke on OC's recruitment efforts. He stated that the Office is currently close to 100 understrength and he predicted that OC will have to put [] people in processing by 30 September 1986, in order to bring on board enough new employees to offset the growing deficit of personnel. Mr. Beechum explained a new OC recruitment plan, [] which, in effect, sends potential OC employees to pre-employment training classes during their processing stage, in order to develop their basic skills prior to full employment. Under this concept, operator candidates will concentrate on Morse code, typing speed, and basic electronics, while Electronic Technician candidates will study selected electronic maintenance and repair courses geared towards OC unclassified-type equipment. This new project is a concept which seems to be well received by new applicants waiting to be hired by the Agency, and OC hopes the effort will bear fruit in the very near future. Mr. [] concluded his presentation by using visual aids to display OC's recruitment schedule for 1986 and a graph of applicant projections through May 1986.

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6. Following a short discussion between the DDA and the D/OC regarding the OC budget and recapitalization efforts,  adjourned the meeting at 1100 hours.

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